

# **Request for Bid**

## **Tulalip Tribes Police Office Building**

## **Request for Bids Tulalip Police Department Access Control and Aiphone System**

### **Executive Summary:**

The Tulalip Tribes Police Admin Building located on the Tulalip Reservation at (6103 31<sup>st</sup> AVE Tulalip WA 98271). This building will need to have the infrastructure for access control equipment. This project will include components such as the wiring, readers, door controllers, power supplies and other required components. This Request for Bids addresses the parts/components and installation of a physical access controls this facility.

Subcontractors shall adhere to the following timetable:

- Pre-Bid Conference 9 a.m. on **February 4,2010**  
Location: **8732 27<sup>th</sup> Avenue NE Tulalip, WA 98271**
- Submit proposal to TDS by **February 18,2010**
- Awarding of project after acceptance of bid by the Board  
**Contract to be signed prior to commencement of work**
- Installation shall commence on **March 02 2010**
- Perform all tasks by 4:30 p.m. on **April 02,2010**

The successful bidder will be required to be licensed, insured and 100% bonded (Payment and Performance bond and a signed contract (3) three copies within ten Business day of awarding of contract) for the full project before installation can commence.

### **Scope of Work:**

The chosen subcontractor will be responsible for the purchase, delivery, and installation and testing of:

#### **HARDWARE:**

- One ( 1 ) #120-8215 Verex 8 Door Controllers
  - One ( 1 ) # 120-0000 Verex 4 Door Controller
- System will be installed without modifying the factory wiring harnesses

**The above equipment is installed in the court IT area and connected to the existing Access control system**

- Two (2) #120-3612G Verex LCD Keypad
  - One installed along the reception main hallway, second located inside the SW main entry.
- **Weigen Readers**
  - nine ( 9) Arming Station, g-prox
  - One ( 1 ) Network, HID connected Biometric Reader # 881-21192-31R

- Two ( 2 ) AX master Aiphone station with video
  - One located at the reception desk, second located in dispatch (both desk mounts )
  - One exterior Door Station located at SW entry
- One ( 1 ) Large Exterior Blue Strobes ( SW Corner of Building )
- **Power Supplies and Enclosures**
  - Power Supply for electric strikes UL rated or listed
  - Power Supply for door pods UL rated or listed
  - 16.5 power Supply for ISM or XL Panel UL rated or listed
  - Any plug in transform must be in an enclosure
  - **All Power Supplies shall be in a lockable enclosure that is UL rated**
- Door Contacts
  - SR-2550AL on Exterior Metal Doors
    - Recessed in the door leading to the holding cell
  - 3/8" contacts on wood doors
- Backup batteries for all devices

#### **CABLING AND INFRASTRUCTURE:**

- Alarm signal wires
  - LCD Keypad
    - 22/6 riser rated wire
    - White

**Composite wire will be used for Access door packets only**

**Anixter part number: 414585**

Any changes on composite wire must be ok by the TDS Security Manager

#### **MISCELLANEOUS HARDWARE:**

- Any required conduit/connectors, raceways hooks and/or hangars.
- Any miscellaneous hardware required to complete installation

#### **ELECTRICAL INSTALLATION:**

- **TDS will supply the electrician for connecting of high voltage wiring to low voltage panels.**

#### **MISCELLANEOUS INFORMATION:**

- Termination of all cables will be to the **NFPA 70, NEC 2005 Standard.**
- Testing of all installed Camera cabling to ensure continuity and proper termination.
- Testing of all installed strobe circuits to ensure proper operation and termination.
- Testing of all installed data cabling to ensure proper termination and operation.

- Installation of conduit and tubing will meet NFPA 70 NEC Annex C table.
- Labeling
  - All cables and terminations will be labeled with the same unique numbering sequence. These labels (Brady Label, Brother Label or P-Touch) will be a physical item attached to both ends of all installed cables. In addition, cabinets, enclosures, and/or outlets will be labeled in a similar manner.
  - For Example:

TRPF-118 ES  
Tulalip Police Facility 118 Door Strike

TRPF - 118 DC  
Tulalip Police Facility 118 Door Contract

Door Controller TRPF-307-1 would indicate:  
Door Controller Tribal Police Facility 307, No. 1

- In the event provisions of this RFB are violated by The Contractor, Tulalip Tribes may give written notice to The Contractor stating the deficiencies. Unless deficiencies are corrected within five (5) working days, Tulalip Tribes reserves the right to terminate any contract resulting from this RFB for failure to correct deficiencies.
- The Contractor shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Contractor shall at all times comply with the regulations set forth by federal, state, Tribal and local laws, rules, and regulations concerning “OSHA” and all applicable federal, state, Tribal and local labor laws, regulations, and standards. The Contractor shall indemnify and hold harmless the Tulalip Tribes from and against all liabilities, suits, damages, costs, and expenses (including attorney’s fees and court costs) which may be imposed on the Tulalip Tribes because of The Contractor, subcontractor, or supplier’s failure to comply with the regulations stated herein.
- The subcontractor shall furnish such shop drawings and diagrams as are reasonably required to clarify the details of work included for the project. At the conclusion of the project, the subcontractor shall provide four (4) sets of as built “three as built” drawings and “cut sheets” for all devices which indicate, for example, the location of all supplied equipment in the system, and cable identifications as installed under the

terms and conditions of the final contract. One additional copy of "as built" drawings will be provided in an electronic file format such as MS Visio, or PDF.

- The subcontractor shall provide all manufacturer specification sheets, installation and owner's manuals for installed components when available
- At least 50 percent of installation personnel shall be 06 Journeyman Low Voltage Electricians.
- **Installation personnel shall meet manufacturer's training and education requirements for implementation of extended warranty program.**
- Install materials and equipment in accordance with applicable standards, codes, requirements, and recommendations of federal, state, and local authorities having jurisdiction, and *National Electrical Code*® (NEC) and with manufacturer's printed instructions.
- Adhere to manufacturer's published specifications for pulling tension, minimum bend radii, and sidewall pressure when installing cables.
  - Where manufacturer does not provide bending radii information, minimum-bending radius shall be 15 times cable diameter. Arrange and mount equipment and materials in a manner acceptable to the engineer and the owner.
- Penetrations through floor and fire-rated walls shall utilize intermediate metallic conduit (IMC) or galvanized rigid conduit (GRC) sleeves and shall be fire stopped after installation and testing, utilizing a fire stopping assembly approved for that application.
- **Preparation of work site, to include, but not limited to:**
  - **Moving/Removing electrical lines/equipment that may be in the way in order to complete project. Items not visible (Hidden inside of walls) during the subcontractor walk-through, or placed after walk-through, will be exempted from this requirement.**
- All security and video wiring will be required to be hidden at all times. Wiring inside the server room can be exposed as long as it is neatly bundled and properly supported. Wiring above the ceiling will be expected to be properly suspended by data hooks (as required by code). Any and all required holes made during installation (interior or exterior walls) will need to be properly edged and finished to present a neat and professional installation at all times. It is not acceptable to place cable run inside wire molding, which is then surface mounted to the exterior wall surface. Cables will be placed in J-Hook type cable support or equivalent. The J-Hook will have "zip ties" to hold cables in place. Subcontractors will be expected to clean up any residue materials during the course of equipment/wiring installation, as well as at the end of each day.

- In addition, the Subcontractor will be required to ensure that their installation complies with all Federal, State and Tribal specifications, codes and/or ordinances. **All wiring, low and high voltage (including access control and video surveillance wiring), must be inspected and passed by an authorized State Inspector as well as the Tribal Inspector before the job will be accepted by the Tulalip Tribes.** The selected Subcontractor will be required to work in close coordination with the TDS project team.

**NOTE:**

**Any miscellaneous hardware items, such as connectors, cable plugs, mounting brackets, termination blocks, etc not specifically specified within this document or by the subcontractor, but which are required to make up a fully operational system which conforms to all State, Federal and/or Tribal codes or requirements shall be provided by the subcontractor. These items will be considered to be part of your bid and included within the final contracted price. No additional funds or change orders will be accepted to accommodate this requirement.**

**WARRANTY:**

- The warranty shall cover but not limited to all equipment installed, this includes, but is not limited to all electronic components, cables, locking devices, and other door hardware installed by the subcontractor. This warranty shall also cover workmanship. The warranty period shall be three (3) years upon date of 100 percent job completion and final acceptance (signed statement of completion by TDS staff). Subcontractor must be able to provide technical work, under terms of warranty, within a 24-hour period once notified (including weekends/holidays).

**FINAL INSTALLATION AND TESTING:**

- **Access Control and Alarm System**
  - Test all alarm points
  - Test all readers and REX devices
  - Test all electrified lock sets
  - Provide monitoring station printed results of all test alarms
    - Include start/stop times of all tests
    - Include descriptors of all test alarms.

## Qualifications and Requirements:

- **Bid Deadline:**

- Bids **MUST** be received by 3:00 p.m. on **FEB 18 2010** . Bids received after this time will be rejected without consideration. Please mail bids to:

TULALIP DATA SERVICES  
8732 27<sup>th</sup> Ave. NE  
Tulalip, WA 98271-9111  
ATTEN: TC / -----  
Tel.: 360-716-5158

**PLEASE LABEL ON OUTSIDE OF ENVELOPE: OFFICIAL BID – DO NOT OPEN**

- Or they can be dropped off in person at the above address until the date and time listed above. All bids should be in a sealed envelope with all required items. We will unseal all bids in public at **04:00pm Feb 18, 2010** in the TDS Offices – Address is above. At that time we will log in and announce each responsive bidder and their bid price.
  - TDS and The Tulalip Tribes are not responsible for lost or misdirected bids delivered through the US mail or any other commercial carrier. As such, postmarked envelopes and packages are not sufficient to meet this deadline and late packages will be rejected. It is recommended that if you plan on mailing your bid packages that they be mailed by a traceable means such as Express Mail.
- **Fax and emailed bids:**
    - Faxed and email copies are **NOT** acceptable in order to meet the deadline. However you can fax or email questions, concerns or other information to me at:  
Fax: 360-716-0109 ATTN: TC Townsend  
E-mail: tc@tulaliptribes-nsn.gov

- **Acceptable Bid Package:**

- For a proposal to be accepted as being “complete” it **MUST** include:
  - **Itemized listing of all items with manufacturer, part number, quantity, unit and extended prices.**
  - **Itemized listing of all labor, license, insurance, permits and bond fee charges.**
  - **Bid amount.**
  - **Proposed work Schedule and number of expected installers.**
  - **Statement of qualifications. To include:**
    - Previous contract history.
    - References (focused on those that qualify the respondent for the project).
  - **Copy of State and Tulalip Tribes Business License:**
    - Licensing information can be obtained from:  
The Tulalip Tribes Business License Office  
Telephone: (360) 716-4209  
**ATTEN: Amanda Hunter**

- **Non-Collusive Affidavit:**

- Each person submitting a bid for any portion of the work contemplated by the bidding documents shall execute an affidavit, in the form provided by the Owner, to the effect that he has not colluded with any other person, firm, or corporation in regard to any bid submitted. Such affidavit shall be attached to the bid (Attachment 2).

- **Bonding (Provided company(s), agents, types of liability covered and the amount – in dollars).**
- **Insurance (Provided company(s), agents, types of liability covered and the amount – in dollars).**
- **List of key personnel for this project.**
- **List of proposed subcontractors.**



- **Notes:**
- **Alternate Sources:**
  - Although Tulalip Data Services have indicated certain manufacturers for this project, subcontractors are allowed to propose alternative sources/manufacturers in their bids.
    - For purposes of evaluating all bids and awarding project to the successful subcontractor, TDS retains the sole rights to make the final determination if proposed substituted items meet our criteria. Our decision will be final with no opportunity for review.
- **Sales Taxes:**
  - The Tulalip Tribes is able to purchase goods and services without paying Washington State sales Tax. As such, taxes should not be added to your bid. Tax-exempt information will be provided to the successful bidder.
- **TERO Fees:**
  - Owner will pay all associated TERO Fees. As such, these fees should not be added to your bid.
- **Withdrawals:**
  - No bidder may withdraw or modify his/her bid after the hour set for the submission of bids or before the awarding of contract unless said award is delayed beyond a period of ninety- (90) days.
- **Bonding and Insurance Requirements:**
  - Subcontractor will be required to be 100% bonded for performance and payment.
- **Equipment Reuse:**
  - Equipment/Parts from other projects/locations cannot be reused for this project.
- **Contract Method:**
  - Construct work under a guaranteed single fixed-price Contract. The Subcontractor will be responsible for coordinating with other trades which work will affect their responsibilities under their contract for the project. All questions and discrepancies must be submitted for review not later than seven (7) days prior to proposal date.

- **Objection to application of products:**
  - All subcontractors submitting proposals for this project shall thoroughly familiarize themselves with specified products and installation procedures and submit to owner any objections in writing no later than ten days prior to proposal date. Submittal of proposal constitutes acceptance of products and procedures specified.
  
- **Existing Utilities:**
  - Utilities of record are shown on the drawings insofar as possible to do so. These, however, are shown for convenience only and the owner assumes no responsibility of improper locations or failure to show utility location on the drawings. The subcontractor is responsible for determining the location of existing utilities prior to commencing work. At subcontractor's expense, immediately repair and restore utilities damaged during construction.
  
- **Storage Space:**
  - Temporary space will be provided so that Subcontractors can store equipment and supplies. Subcontractors are required to provide their own storage containers for this purpose. Tulalip Data Services and The Tulalip Tribes are not responsible for lost, stolen or damaged equipment or supplies.
  
- **Progress Cleaning:**
  - Maintain areas free of waste materials, debris, rubbish and dust. Maintain site in a clean and orderly condition.
  - Remove-debris, dirt, rubbish and dust from pipe chases, plenums, shafts, attics, crawl spaces, and other closed or remote spaces, prior to enclosing the space.
  - Remove waste materials, debris and rubbish from site weekly and dispose off-site.
  
- **Final Cleaning:**
  - Subcontractors shall clean equipment and fixtures to sanitary condition.
  - Subcontractors shall replace filters of operating equipment.

- **Variations, Revisions and Clarifications:**

- Variations, revisions, and clarifications to the work not involving an adjustment to the Contract sum or Contract Time will be confirmed in writing. These written confirmations memos to the Subcontractor, or in answers to written Requests for Information (RFI).
- Subcontractor shall allow a minimum of one (1) weeks for the owner's response to variations, revisions and clarifications.

- **Site Use:**

- The Subcontractor's use of site shall be conditioned upon the following:
  - Coordinate the use of the site under direction of the Owner.
  - Limit the use of the premises for work and storage, directly related to this contract. Allow for equipment and work by other subcontractors and owner.
  - Maintain a safe, workmanlike environment at all time to protect residents from construction hazards.
  - Time restrictions for performing work: Subcontractor operations shall be performed only between the hours of 7:00 AM and 7:00 PM Monday through Friday. The owner will consider performing work on Saturdays and Sundays. Subcontractor shall submit a written request 72 hours prior to the date of "weekend" work. The written request shall include dates, times, and activities to take place.
  - Utility Outages and Shutdown: Any utility shutdowns or outages must be coordinated with the owner at least 72 hours prior to shutdown.
  - Assume full responsibility for the protection and safekeeping of products under this contract, which are stored on this site.
  - Move any stored products, under Subcontractor control, that may be interfering with operations of owner or separate Subcontractor.
  - Parking shall be restricted to an area designated by the owner.
  - Owner shall allocate space available to Subcontractors and products requiring storage on site such that overall site efficiency is maintained. Schedule product deliveries to minimize site storage.
  - Provide forty-eight (48) hours advance notice to Owner for crane operations that will swing over Owner facilities including parking lots.
  - Control dust on site. Use environmentally safe methods compatible with products to be installed.
  - Control mud. Do not carry mud off site. Do not contaminate the work or property.
  - Control noise. Use muffled equipment. Do not exceed governing noise pollution standards. Give Owner twenty-four (24) hours advance notice if noisy operations will be conducted near occupied facilities.

- **Change Procedures:**

- The owner will advise of minor changes in the work not involving an adjustment to the contract sum/price or contractor time.
- The owner may issue a Proposal Request, which includes a detailed description of the proposed change and may include supplementary or revised drawings and specifications, and change in contract time for executing the change. Subcontractor will prepare and submit an estimate within five (5) days.
- Stipulated Sum/Price Change Order will be based on the Proposal Request and Subcontractor's price quotation as approved by owner.
- Unit Price Change Order: For pre-determined unit prices and quantities, the Change Order will be executed on a fixed unit price basis. For unit costs or quantities of units of work, which are not pre-determined, execute Work under a Construction Change Directive. Changes in Contract Sum/Price or Contract Time will be computed as specified. Pre-determined unit prices shall include full compensation for required labor, labor burden, products, tools, equipment, plant, transportation, services and incidentals; erection, application or installation of an item of the Work; B&O, and all applicable taxes; performance bond; overhead; and profit.
- Construction Change Directive: Owner may issue a Construction Change Directive signed by the Owner, instructing the Subcontractor to proceed with a change in the Work, for subsequent inclusion in a Change Order. Document will describe changes in the Work, and designate method of determining any change in Contract Sum/Price or Contract Time. Promptly execute the change.
- Time and Material Change Order: Submit itemized account and supporting data after completion of change, within fifteen (15) days after completion of the work. Architect will determine the change allowable in Contract Sum/Price and Contract Time as provided in the Contract Documents.
- Provide full information required for evaluation of proposed changes, and to substantiate costs for changes in the Work. Maintain and provide detailed records of work done on Time and Material basis.
- Execution of Change Orders: Owner will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.

- **Supervision:**

- The Subcontractor shall assign a lead person or representative of the Subcontractor to provide overall supervision of their portion of the project and attend progress meetings to represent the Subcontractor.
- Subcontractors shall provide a lead person or representative of the Subcontractor to work full time at the project site and provide daily supervision of the Work. Superintendent to be experienced in the type of construction to be used on this project.
- Provide names and phone numbers of supervision assigned to Project within ten (10) days of Contract date.
- Do not reassign supervision without Owner's written consent.

- **Cutting and Patching:**

- Employ skilled and experienced installer to perform cutting and patching.
- Submit written request in advance of cutting or altering elements, which affects:
  - Structural integrity of element.
  - Integrity of weather exposed or moisture-resistant elements.
  - Efficiency, maintenance, or safety of element.
  - Visual qualities of sight-exposed elements.
  - Work of Owner or separate subcontractor.
  - Occupancy of Owner.
- Include in request:
  - Identification of Project.
  - Location and description of affected work.
  - Necessity for cutting or alteration.
  - Description of proposed work and products to be used.
  - Alternatives to cutting and patching.
  - Effect on work of Owner or separate subcontractor.
  - Written permission of affected separate subcontractor.
  - Date and time work will be executed.
- Execute cutting, fitting, and patching including excavation and fill, to complete Work, and to:
  - Fit the several parts together, to integrate with other Work.
  - Uncover Work to install or correct ill-timed Work.
  - Remove and replace defective and non-conforming Work.
  - Remove samples of installed Work for testing.
  - Subcontractors for mechanical and/or electrical work shall be responsible to provide openings and elements of work for penetrations to complete work under their contract.
- Execute work by methods, which will avoid damage to other Work, and provide proper surfaces to receive patching and finishing.
- Cut rigid materials to provide smooth, crisp edges.

- Restore Work with new Products in accordance with requirements of Contract Documents.
  - Fit Work tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
  - Maintain integrity of wall, ceiling, or floor construction; completely seal voids.
  - Refinish surfaces to match adjacent finishes. For continuous surfaces, refinish to nearest intersection; for an assembly, refinish entire unit.
  - Identify any hazardous substance or condition exposed during the Work to the Architect for decision or remedy.
- **Coordination:**
    - Subcontractors shall review and coordinate with various Sections of Specifications to assure proper efficient and orderly sequence of preparation and installation of interdependent construction elements, with provisions for accommodating items installed later.
    - Verify that utility requirement characteristics of operating equipment are compatible with building utilities. Coordinate work of various Sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
    - Coordinate space requirements and installation of mechanical and electrical work. Route pipes, ducts, and conduit, as closely as practicable; place runs parallel with line of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
    - In finished areas except as otherwise indicated, conceal pipes, ducts, and wiring within the construction. Coordinate locations of fixtures and outlets with finish elements.
    - Coordinate completion and clean up of Work of subcontractor's contract in preparation for completion and for portions of the work designated for Owner's partial occupancy or use.
    - After Owner occupancy of premises, coordinate access to site for correction of defective Work and Work not in accordance with Contract Documents, to minimize disruption of Owner's activities.
    - Coordinate inspections of completed work, prior to cover and as required by local Authority Having Jurisdiction (AHJ). Provide advance notification of inspection as required by AHJ.
    - Secure all Work true to line and level unless otherwise indicated. Allow for building expansion, contraction, and movement.
    - Inspect all products prior to installation. Do not install damaged or defective work.
    - Do not install products during adverse climatic conditions, which would result in damage to the products, which do not meet manufacturer's requirements, or which do not meet specified product standard.

- **Protection of Installer Work, Subcontractor will:**

- Protect installed work. Provide special protection where specified in individual specification sections.
- Provide temporary and removable protection for installed products. Control activity in immediate work area to minimize damage.
- Provide protective coverings at walls, projections, jambs, sills, concrete slabs, thresholds, stair nosing's, and soffits of openings.
- Protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.
- Prohibit traffic or storage upon waterproofed or roofed surfaces. If traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer and install protection. Remove and replace waterproofing or roofing material damaged during the work.
- Prohibit traffic on landscaped areas.
- Work damaged by Subcontractor or his workers prior to acceptance by the Architect and/or Owner shall be repaired or replaced subject to acceptance by the Architect and/or Owner.

- **Substitutions:**

- Substitutions may be considered after contract award only when a product becomes unavailable through no fault of the Subcontractor, or when the Owner deems it to be in the Owner's best interest to do so.
- Document each request with complete data substantiating compliance of proposed substitution with Contract Documents.
- A request constitutes a representation that the Bidder/Subcontractor:
  - Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
  - Will provide the same warranty for the Substitution as for the specified product.
  - Will coordinate installation and make changes to other Work, which may be required for the Work to be complete with no additional cost to Owner.
  - Waives claims for additional costs or time extension, which may subsequently become apparent.
  - Will reimburse Owner for review or redesign services associated with the substitution and re-approval by authorities.
- Substitutions will not be considered when they are indicated or implied on shop drawing or product data submittals, if they have not been previously approved.

- **Products:**

- Products: Means new material, machinery, components, equipment, fixtures, and systems forming the work. Does not include machinery and equipment used for preparation, fabrication, conveying, and erection of the work. Products may also include existing materials or components required for reuse.
- Provide interchangeable components of the same manufacturer, for similarity components.
- Do not use materials and equipment removed from existing premises, except as specifically permitted by the Contract Documents.
- Provide complete products meeting specifications. Ensure all trim, finish, accessories, and safety devices are provided.
- Provide proven products, which have been successfully used in similar applications on other projects.
- Unless specified otherwise, provide well-known, domestically produced products whose manufacturer is likely to be available to Owner for future repair parts acquisition.

- **Starting Systems:**

- Coordinate schedule for start-up of various equipment and systems.
- Notify Architect and Owner seven (7) days prior to start-up of each item.
  - Bid over 100 thousand dollars will require 30 day notice prior to start up of each item
- Verify that each piece of equipment or system has been checked for proper lubrication; drive rotation, belt tension, control sequence, or other conditions, which may cause damage.
- Verify that tests, meter readings, and specified electrical characteristics agree with those required by the equipment or system manufacturer.
- Verify wiring and support components for equipment are complete and tested.
- Execute start-up in accordance with manufacturer's instructions.
- When specified in individual specification Sections, require manufacturer to provide authorized representative to be present at site to inspect, check, and approve equipment or system installation prior to start-up, and to supervise placing equipment or system in operation.

- **Closeout Procedures:**

- **Substantial Completion for Subcontractors:**

- Submit written certification that Contract Documents have been reviewed Work has been inspected and that Work is complete in accordance with Contract Documents and ready for Owner review. Identify in written format, those items known to the Subcontractor that are incomplete or have yet to be repaired/replaced prior to Owner's review.
- Provide submittals to Owner that is required by governing or other authorities.



- Submit Application for Payment identifying total adjusted Contract Sum, previous payments, and sum remaining due, incomplete items and value of incomplete items. Identify any unsettled claims.
  - Submit Subcontractor Affidavit of Release of Liens. Use AIA Form G706A, unless specified otherwise.
  - Advise Owner in writing of insurance change over requirements. Submit evidence of Subcontractor continuing insurance coverage. Comply with specified insurance coverage's.
  - Submit list of spare parts and extra stock turned over to Owner. Include signature of Owner's representative for each item turned over.
  - Submit warranties and maintenance bonds.
- **Final Completion:**
    - Submit final Application for Payment identifying total adjusted contract sum, previous payments, and sum due.
    - Submit Consent of Surety.
    - Submit written statement that all punch list work is complete or has been resolved otherwise to the satisfaction of the Owner.
- **Spare Parts and Maintenance Materials:**
    - Provide products, spare parts, maintenance, and extra materials in quantities specified in individual specification sections.
    - Deliver to project site and place in location as directed. Obtain receipt signed by Owner's representative prior to final payment and include receipts in warranty binders

### **Indian-Preference Provision:**

Tulalip Data Services and The Tulalip Tribes will provide preference to Indian/Native firms pursuant to Tulalip Tribal Employment Rights #60 and Tribal Contracting Ordinance #89. Tulalip Data Services and The Tulalip Tribes are requesting proposals through the open-bid process and from the Native-owned firms concurrently. If no preference-category firms or Commercial proposals are deemed responsive by Tulalip Data Services, we reserves the right to reject all received bids and either complete the project in-house or solicit additional bids from other potential subcontractors/sources. Respondents are encouraged to contact TERO at 360-651-3732 for orientation materials and Indian Preference/TERO Compliance requirements.

